

Approve 01/14/2014.

5.1

**NEWPORT SCHOOL COMMITTEE**  
Organizational/Regular Meeting  
Tuesday, January 14, 2014, 7:00 p.m.

**MINUTES**

**1.0 OPENING ITEMS.**

**1.1 Call to Order.** Superintendent of Schools and Clerk Colleen Jermain called the Organizational/Regular Meeting of the Newport School Committee to order at 7:00 p.m., at the Newport Public Schools' Administration Center, in Room 924.

**1.2 Roll Call.** Attendance was as follows, in alphabetical order: School Committee Members: Rebecca Bolan, Sandra J. Flowers, Ph.D., Jo Eva Gaines, Robert J. Leary, Thomas S. Phelan, Robert B. Power, Ed.D., and Charles P. Shoemaker, M.D. School Department: Superintendent of Schools Colleen B. Jermain, Director of Human Resources Frances Eames, and Director of Administrative Services Joan Tracey.

**1.3 Pledge of Allegiance.** The Pledge of Allegiance was recited.

**1.4 Moment of Silence.** Moment of Silence was presented, as follows:

- **Jean Marie (Camara) Hamill:** of Newport, passed away Sunday, January 5, 2014, at home. She was the wife of the late George Michael "Mike" Hamill. Attending Cluny School and graduating from Rogers High School in 1975, Mrs. Hamill served as: a Eucharistic Minister at St. Lucy's Church, employee at Jai Alai, and volunteer for Newport Pop Warner Football; and, she received "Citizen of the Year" by Cluny School. Mrs. Hamill leaves behind two children, one brother, and four sisters. Two of her sisters: Nancy Peterson, was the former secretary to the Central Administration's Curriculum Director for Newport Public Schools; and Debbie Grover is the Rogers High School Guidance Clerk/Typist.
- **Catherine Medeiros.** Of Newport, passed away Saturday, December 28, 2013. Ms. Medeiros was a graduate of Rogers High School and was employed by the Newport School Department for 43 years in the Office of the Superintendent. Ms. Medeiros leaves behind two children.

### 1.5 Election of Chairperson.

Superintendent of Schools, acting as Clerk of the Newport School Committee, Colleen Jermain called for nominations for the **2014 Chairperson** of the Newport School Committee.

Mrs. Gaines nominated **Dr. Charles P. Shoemaker**. Dr. Flowers seconded the nomination of Charles P. Shoemaker. Superintendent of Schools Colleen Jermain called for further nominations. There being no further nominations, Ms. Jermain closed nominations.

In accordance with Robert's Rules of Order, Ms. Jermain called for a "yea" vote from the Committee for the appointment of Dr. Charles P. Shoemaker, as Chairperson, in alphabetical order, as follows: Ms. Bolan voted "yea", Dr. Flowers voted "yea", Mrs. Gaines voted "yea", Mr. Leary voted "yea", Mr. Phelan voted "yea", Dr. Power voted "yea", and Dr. Shoemaker voted "yea". The motion to appoint **Dr. Charles P. Shoemaker, as Chairperson**, passed unanimously (7-0).

### 1.6 Election of Vice Chairperson.

Chairperson Dr. Shoemaker called for nominations for the **2014 Vice Chairperson** of the Newport School Committee.

Dr. Flowers nominated **Jo Eva Gaines**. Ms. Bolan seconded the nomination of Joe Eva Gaines. Chairperson Dr. Shoemaker called for further nominations. There being no further nominations, Chairperson Dr. Shoemaker closed nominations.

In accordance with Robert's Rules of Order, Chairperson Dr. Shoemaker called for a "yea" vote from the Committee for the appointment of Jo Eva Gaines, as Vice Chairperson, in alphabetical order, as follows: Ms. Bolan voted "yea", Dr. Flowers voted "yea", Mrs. Gaines voted "yea", Mr. Leary voted "yea", Mr. Phelan voted "yea", Dr. Power voted "yea", and Chairperson Dr. Shoemaker voted "yea". The motion to appoint **Jo Eva Gaines, as Vice Chairperson**, passed unanimously (7-0).

**1.7 Subcommittee Appointments.** Subcommittee Appointments were deferred to the School Committee's upcoming Retreat.

**1.8 A Look at the Year Ahead.** Chairperson Dr. Shoemaker reviewed his thoughts of topics to address in the coming calendar year, inclusive of annually establishing its goals and subcommittees.

1. Review Education Programs
  - a. NACTC
    - i. Internships
    - ii. All-day programs for non-Newporters
  - b. Alternate School
  - c. AP courses
  - d. Common Core and PARCC
  - e. Truancy
  - f. Chorus and Band: afternoon programs
  - g. Pre—K Learning Center at Triplett School
2. Budget
  - a. Update
  - b. Meeting with City
3. Facilities
  - a. Triplett School
  - b. Roger High School Gym Roof
4. Review City Audit
5. Meeting with Charter Commission: appointed vs elected school committee members
6. Begin discussions with Unions
  - a. NEA's new position paper
  - b. OPEB
  - c. Number of teachers in classroom
  - d. Teacher evaluations
7. Entice new candidates for school committee

**On-Going:**

1. Shared services with City and/or Middletown schools
2. Unified High School between Newport and Middletown

Dr. Power suggested that a Retreat for School Committee Members and the new Superintendent of Schools Colleen Jermain be held. Committee Members concurred.

- 2.0 PUBLIC COMMENT.** Public input was received from: Resident Charles Humphrey who spoke to Triplett School's future usage. Mrs. Gaines stated that the Committee had not yet turned Triplett School back to the City. She stated that there might be a good possibility that the federal government establishes Universal Pre-Kindergarten. Therefore, additional student housing would be necessary. Additionally, Chairperson Dr. Shoemaker did indicate that HeadStart might be housed at Triplett School.

Public input was also received from: Resident Ken Nomiyama who stated that he was a working member of the City's Finance Review Committee and reviewed their Agenda of Activities. As subgroups of this Committee have been established, he stated that he spearheads the School Department's Subgroup, along with Louisa Boatwright and Ron Becker. In May, he indicated that a recommendation for next steps would be before the City Council for review, discussion, and subsequent action.

- 3.0 RESOLUTIONS/CERTIFICATES OF ACHIEVEMENT.** No Resolutions and/or Certificates of Achievement were presented.

- 4.0 STUDENT ACTIVITIES.** Rogers High School Student Council President and School Committee Representative Allison Thompson briefed the Committee on activities of the Student Council, to date: Theater Company Production—Little Shop of Horrors, College Goal of Rhode Island, and Junior Varsity and Varsity Basketball Teams.

**5.0 CONSENT AGENDA.**

- 5.1. Approval of Minutes.** Mrs. Gaines made a motion to consent to the approval of the Meeting Minutes of Monday, December 16, 2013, 6 p.m.; Thursday, December 12, 2013, 3 p.m.; and Wednesday, December 4, 2013, 6:30 p.m. (Joint Meeting with City Council). Dr. Flowers seconded the motion, which carried unanimously (7-0).

- 5.2 Personnel Actions.** Discussion followed regarding the hiring of Para Educators and listing the number of candidates interviewed. Vice Chairperson Jo Eva Gaines made a motion to consent to the approval of the Appointments of: Laurel Valen, Kindergarten Para Educator, Pell Elementary School, effective January 15, 2014; and Karyn Whitaker, Kindergarten Para Educator, Pell Elementary School, effective January 15, 2014. Dr. Flowers seconded the motion, which carried unanimously (7-0). At the request of Mr. Leary, discussion followed regarding the Resignation of Ian Gollub, Music Teacher, Thompson Middle School. He stated that Mr. Gollub's departure will be a great loss to the district. Vice Chairperson Jo Eva Gaines made a motion to accept the Resignation of Ian Gollub, Music Teacher, Thompson Middle School, effective December 9, 2013, with regret. Dr. Flowers seconded the motion. Discussion

continued. The motion carried (6-1). Voting against the motion was: Robert J. Leary.

**6.0 ACTION ITEMS.**

- 6.1 Newport School Committee Regularly Scheduled Meeting Calendar 2014.** Vice Chairperson Jo Eva Gaines made a motion to approve the Newport School Committee Regularly Scheduled Meeting Calendar, noting the September 9, 2014 (Primary Election) Meeting was changed to the 16<sup>th</sup> and the November 11, 2014 (Veteran's Day) Meeting was changed to the 18<sup>th</sup>. Ms. Bolan seconded the motion, which carried unanimously (7-0). Discussion followed.
- 6.2 School Committee Calendar Year Goals 2014.** School Committee Calendar Year Goals 2014 were deferred to the School Committee's upcoming Retreat.
- 6.3 School Budget 2014 Budget Freeze.** At the request of Mr. Leary, Committee Members discussed the need to freeze the current Budget by identifying non-essential line items. At Mr. Leary's request, Vice Chairperson Jo Eva Gaines made a motion to request Superintendent Colleen Jermain to present a draft within the next few weeks on how the district's budget deficit could be addressed. Dr. Power seconded the motion, which carried unanimously (7-0). Mr. Leary stated that he would forward his suggestions to Superintendent Colleen Jermain regarding ways to address the budget deficit.

**7.0 DISCUSSION ITEMS.**

- 7.1 Budget/Audit.** Superintendent Colleen Jermain spoke to the receipt of the Federal Single Audit for June ending, 2013, and the City's Annual Financial Report for June ending, 2013. Superintendent Jermain stated that the Federal Single Audit identified a deficiency related to the Schools' National School Lunch Program (Page 7 of the Report). She further stated that internal controls had been designed and instituted by the Director of Administrative Services Joan Tracey to monitor compliance.
- 7.2 Pell School—Update.** Vice Chairperson Jo Eva Gaines announced that the Pell Building Committee would be meeting on February 4, 2014, at 4 p.m., in Room 924. The purpose of this meeting would be to review the additional service requests from both Farrar & Associates and HMFH Architects for the Pell School Construction Project. As a result of that Meeting, if the requests were approved, Farrar & Associates and HMFH Architects would address the full School Committee regarding their requests for payment of additional services. Mr. Leary requested all detailed pay reports of HMFH Architects, Farrar & Associates, and SBS

Consultants. Mr. Leary requested that outstanding punch list items for Pell School Construction Project would need to be reviewed.

- 7.3 Shared Services/Middletown—Update.** Dr. Flowers reviewed the First Meeting Minutes of the Newport County Unified High School Exploratory Committee .

**8.0 REPORTS FROM SUPERINTENDENT AND STAFF.**

- 8.1 Expenditure and Revenue Reports.** Expenditure and Revenue Reports were reviewed and discussed by Director of Administrative Services Joan Tracey, indicating a projected deficit of (\$579,837) as of December 31, 2013. As the district has not yet balanced its current school year Budget, Superintendent Jermain stated that she and City Officials would be meeting tomorrow to discuss next steps to address this year's projected deficit. Discussion and review followed. She further stated that the upcoming 2015 School Budget would need to be formulated. Mr. Phelan requested that the Business Office be analyzed for the purpose of addressing the need for additional staffing to assist the Director of Administrative Services. Superintendent Jermain stated that she would be making appropriate recommendations to address the staffing needs of the Business Office. Mrs. Gaines made a motion to accept the Expenditure and Revenue Reports, as presented. Dr. Flowers seconded the motion, which carried unanimously (7-0).
- 8.2 Enrollment Reports.** Superintendent of Schools Jermain reviewed the template for the Enrollment Reports, stating that she would be in continued meetings with the Data Manager to address how the district data was reported and whether or not reporting modifications would be necessary. Mrs. Gaines made a motion to accept the Enrollment Reports, as presented. Dr. Flowers seconded the motion, which carried unanimously (7-0).
- 8.3 Damage Reports.** No Damage Reports were presented.
- 8.4 Superintendent's Update.** Superintendent of Schools Jermain reviewed her first week of activities in her new capacity as Superintendent. Mrs. Gaines made a motion to accept the Superintendent's Update. Dr. Flowers seconded the motion, which carried unanimously (7-0).

**9.0 SUGGESTED MEETING DATES AND AGENDA ITEMS.**

- 9.1 Meeting and Agenda Requests.** The Committee reviewed Meeting and Agenda Requests, as follows: Rogers High School Security and Triplett School and White House housing. The Committee agreed to schedule a date and time for their upcoming Retreat. At that Retreat, topics for review

would be the Strategic Plan, Goal Setting, and Subcommittee Appointments.

**10.0 EXECUTIVE SESSION.** No Executive Session was held.

**11.0 ADJOURNMENT.**

At 8:45 p.m., Mrs. Gaines made a motion to adjourn the meeting. Dr. Flowers seconded the motion, which carried unanimously (7-0).

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**Charles P. Shoemaker, M.D.**  
**Chairperson**

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**Colleen B Jermain**  
**Clerk**